



Phone 479-575-8233

Request Inspections on Line

Fax 479-575-8202

<http://egov.accessfayetteville.org/building/>

City of Fayetteville, Arkansas

BUILDING SAFETY DIVISION

125 W. Mountain St, Fayetteville, Arkansas 72701

Inspection Request: 479-575-8233

Ask for your PIN #

**COMMERCIAL BUILDING PERMIT**

A/P NUMBER: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_ LOT #: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

Owner: \_\_\_\_\_ Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor's License #: \_\_\_\_\_ Expires: \_\_\_\_\_ Review Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

FOR: Commercial Bldg: ☐ # Tenants: \_\_\_\_\_ # Dwellings: \_\_\_\_\_ Single Family: ☐ Duplex: ☐ Townhome: ☐

Project /Business Name: \_\_\_\_\_

TYPE OF WORK: Footing Only: ☐ New: ☐ Addition: ☐ Alteration: ☐ Repair: ☐ Moving: ☐Exterior Only: ☐ Tenant Finish: ☐ Design/Bld: ☐ Demolition: ☐ Other: \_\_\_\_\_

Use of Building: \_\_\_\_\_ Previous Use: \_\_\_\_\_

VALUATION OF WORK	DESCRIPTION OF WORK:
Building: \$ _____	_____
Electrical: \$ _____	_____
Plumbing: \$ _____	Structure: Wood: <input type="checkbox"/> Metal: <input type="checkbox"/> Masonry: <input type="checkbox"/> Foam Form: <input type="checkbox"/>
Mechanical: \$ _____	Wall insulation: Batt: <input type="checkbox"/> Blown: <input type="checkbox"/> Slab Floor Y/N: _____
Misc: \$ _____	Retaining wall Y/N? _____ Ground Slope > than 15% Y/N? _____
Total: \$ _____	Flood Plain Y/N? _____ Base Elevation: _____ Finished Floor: _____

BUILDING INFORMATION	OFFICE USE ONLY
# of Stories: _____ Sum Total of Area: _____	Reviewer: _____
Height: _____ Total Heat/Cooled: _____	Construction Type: _____
Length: _____ Total Unheated: _____	Occupancy Group: _____
Width: _____ Add/Alt Area: _____	Max. Occupancy Load: _____
Unfinished Basement: _____	Protection (hours): _____
	Fire Zone Y/N: _____ Sprinklered Y/N: _____

**NOTICE: Separate permit are required for electrical, plumbing, gas and mechanical.**This permit becomes null and void if work/construction authorized is not commenced within 6 months,  
or if work is suspended or abandoned for a period of 6 months.

Signature of Owner/Contractor/Authorized Agent: \_\_\_\_\_

Date: \_\_\_\_\_

Revised: 02/06/2015

### Certificate of Owner

The undersigned certifies to be the owner of the real property for which a site plan has been submitted to the City of Fayetteville, Arkansas as part of a building permit application and certifies that the structure to be built on said property will be located as reflected on said site plan, will comply with all setback requirements of the Fayetteville Zoning Ordinance (Appendix C to the Fayetteville Code of Ordinances), and will not encroach on any public utility easement. I understand that all inspections by City Inspectors will be made only to determine compliance with construction codes and not to assist the owner in property locating the structure. I acknowledge my responsibility to insure, by boundary line survey, if necessary that the location of the structure will conform to the site plan that is attached to the Building Permit Application and will meet all setback requirements of the Fayetteville Zoning Ordinance, and will not encroach on any public utility easement.

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF FAYETTEVILLE  
BUILDING SAFETY DIVISION**

**IMPORTANT NOTICE**

**THE FAIR HOUSING ACT  
THE AMERICANS WITH DISABILITIES ACT**

**NON-RESIDENTIAL BUILDINGS  
AND RESIDENTIAL BUILDINGS CONTAINING 4 OR MORE DWELLING UNITS**

I have been informed by the Fayetteville Building Safety Division that in addition to complying with the building code accessibility requirements, I must comply with the Americans with Disabilities Act or 1990 (ADA), Public Law 101-336 and/or the Fair Housing Act Amendments of 1988.

I understand that it is my responsibility to make sure that the ADA Accessibility Guidelines for Buildings and Facilities and the Fair Housing Accessibility Guidelines will be applied during the design, construction, and alteration of the buildings and facilities to the extent required by regulations and that failure to comply with may result in private lawsuits and/or action by the Attorney General of the United States for monetary damages and civil penalties.

I have been informed that the City of Fayetteville Building Safety Division enforces the Arkansas State Fire Prevention Code accessibility requirements and that these regulations will be applied and enforced during the design, construction, and alteration of the buildings and facilities and that the failure to abide by the Arkansas State Fire Prevention Code accessibility requirements may results in the denial of a certificate of Occupancy until appropriate remedial work is undertaken. Copies of the Arkansas Fire Prevention Code are available for review at the Building Safety Division, City Administration Building, 113 W. Mountain Street.

\_\_\_\_\_  
Printed Name of Property Owner(s)

\_\_\_\_\_  
Printed Name of Lessee if applicable

\_\_\_\_\_  
Address (Property Owner)

\_\_\_\_\_  
Phone Number (Property Owner)

\_\_\_\_\_  
Signature (Property Owner)

\_\_\_\_\_  
Date:

For additional information, contact:  
Office on the Americans with Disabilities Act  
Civil Rights Division  
U.S. Department of Justice  
P.O. Box 66118  
Washington, D.C. 20035-6118  
(202) 514-0301 (Voice)  
(202) 514-0383 (TDD)  
(202) 514-6193 (Electronic Bulletin Board)

Office of  
Fair Housing and Equal Opportunity  
U.S. Dept of Housing & Urban Development  
Room 5204  
Washington, D.C. 20410-2000  
(800) 669-9777 (Voice)  
(800) 927-9275

**DOES NOT APPLY TO ONE & TWO FAMILY DWELLINGS**

The following section of the Grading and Excavation Ordinance applies to all construction within the City of Fayetteville. Questions on compliance should be directed to the City Engineer's office at (479) 575-8206 (125 W. Mountain Street).

#### §169.04 MINIMAL EROSION CONTROL REQUIREMENTS

- (A) The potential for soil loss shall be minimized by retaining natural vegetation wherever possible.
- (B) All graded and otherwise disturbed areas shall be stabilized within 15 days after the grading or disturbance has been completed. Stabilization methods such as baled straw, filter fabric, ditch checks, diversion ditches, brush barriers, sediment basins, matting, mulches, grasses, and ground cover shall be used.
- (C) No intermittent or perennial stream, including a 25 foot perimeter strip measured from the top of the bank, shall be graded, developed, channeled or physically altered unless adequate guarantees are made for erosion and sedimentation control. Likewise, cuts or fills shall be setback sufficiently from intermittent and perennial streams and other storm water drainage systems to guarantee that there will be no damage from erosion or sedimentation.
- (D) Excavation material shall not be deposited in or so near streams and other storm water drainage systems where it may be washed downstream by high water or runoff.
- (E) Fording of streams with construction equipment or other activities which destabilize stream banks shall not be permitted. (Ord.3551, passed 6-4-91)
- (F) Any debris, soil or mud from development sites reaching a public street shall be immediately removed. Failure to immediately remove debris, soil or mud from a public street may result in the issuance of a stop work order by the Mayor or his/her designated representative. The stop work order shall be in full force and effect until the street is restored and adequate measures are in place to insure that the streets will remain clear.

Failure to immediately remove debris, soil or mud from public streets may result in the City performing such clean-up operations. In this event all cost, including labor, equipment, and materials shall be billed to the property owner who is subject to the requirement of Chapter 161: Physical Alteration of Land. (Ord. 3947, passed 2-6-95)

As a condition of this Building Permit Application, I agree to the requirements of Section 169.04 requiring minimal erosion control procedures as set forth above.

Applicants Signature: \_\_\_\_\_

## FIRE CODE SUBMITTAL CHECKLIST

The following requirements pertain to the fire code review process for building plans and permitting.

Construction documents shall be prepared by a registered design professional. A registered design professional's seal is required if any of the following criteria are met:

1. Residential buildings with 5 or more units.
2. Commercial buildings costing \$100,000 or greater.
3. All Group A, E, and I occupancies, except for Group A occupancies with an occupant load less than or equal to 50.
4. Buildings and Structures three or more stories in height.
5. Buildings and structures 5,000 square feet or more in area.
6. Tenant finishes 3000 sq. ft. or greater.

If a registered design professional's seal is required, then the following items must be present in your submittal packet. Failure to provide the following items will constitute an incomplete submittal and will not be reviewed until all required information has been provided.

Life safety plan, shall include but not be limited to: fire extinguisher locations, exit and emergency lighting and all egress components

Completed fire code review sheet

Review contact information, e-mail address is required

Name:

Company:

Phone:

E-mail:

Large Scale Development (LSD) or Site Improvement Plan (SIP) number, if applicable.

- Approved site plan attached.

Thank you in advance,

Battalion Chief H. Hunt  
Fire Marshal

(479) 444-3448  
firemarshal@fayetteville-ar.gov